A PRACTICAL GUIDE

# The Airbnb Turnover Checklist

*A step-by-step guide to efficient cleaning, restocking, and inspection between guests*

Made by the Braxis machine

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ABOUT THIS GUIDE

# What this is

This guide is for short-term rental hosts.

It is a practical method, not a promise of a result. It contains no invented statistics, no fake customers, and no guarantees. The words were drafted with AI assistance.

Use the checklist at the end on a real piece of work this week.

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# Pre-Turnover Preparation

Start by gathering all necessary supplies. Check your cleaning inventory—ensure you have enough toilet paper, towels, linens, and basic cleaning agents like dish soap, laundry detergent, and all-purpose cleaner. Organize these items in easily accessible bins or carts to streamline the process. If you use professional cleaning services, confirm their arrival time and provide them with a clear list of tasks, such as deep cleaning the kitchen, bathroom, and bedrooms. If doing it yourself, designate a checklist for each room to avoid missing anything. Also, remove any personal items and store them securely. This step ensures you’re fully prepared and minimizes downtime between guests.

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# Deep Cleaning the Property

Begin with the kitchen, as it’s often the most used area. Wipe down all surfaces, including countertops, stovetop, microwave, and refrigerator. Scrub sinks and appliances thoroughly, and replace any trash bags or liners. Move on to the bathroom, where you should disinfect the toilet, sink, shower, and bathtub. Pay special attention to grout, tiles, and corners where grime can accumulate. For bedrooms, vacuum carpets and furniture, dust surfaces, and change all bed linens, including sheets, pillowcases, and duvet covers. Don’t forget to clean windows, mirrors, and baseboards. End with a final sweep of all floors to pick up any debris.

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# Restocking and Supply Management

Restock essentials like toiletries—shampoo, conditioner, soap, and toothpaste—along with any amenities you offer, such as coffee, tea, or snacks. Ensure there’s enough toilet paper, paper towels, and trash bags. Check kitchen supplies, including dishes, utensils, and cookware, and restock any items that were used or broken during the stay. For bedrooms, replace all linens and ensure there are enough pillows and blankets. If you provide laundry services, restock detergent and dryer sheets. Keep a running inventory of your supplies to avoid running out unexpectedly. Label any items that need frequent replacement, such as lightbulbs or batteries, to make future turnovers easier.

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# Inspection and Final Touches

Conduct a thorough inspection of the property to ensure everything is in order. Walk through each room and check for any signs of damage, such as scratches, stains, or broken items. Test all appliances—air conditioning, heating, lighting, and electronics—to ensure they’re functioning properly. Open windows and doors to air out the space, and check for any lingering odors. Replace any damaged or worn items, such as broken tiles or frayed curtains. Finally, do a final walkthrough to ensure no personal items were left behind and that all guest items have been removed. This step helps maintain the property’s condition and ensures a smooth experience for the next guest.

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# Efficiency and Time Management

Turnover can be time-consuming, so plan ahead to maximize efficiency. Break the process into smaller tasks and assign them to specific times of day if you’re working alone. For example, start with cleaning, then move on to restocking, and finish with inspection. Use timers to stay on track and avoid rushing. If possible, involve a second person to speed up the process, especially for larger properties. Keep a timer for each task to identify bottlenecks and improve future turnovers. Document your process with photos or notes to maintain consistency. Over time, you’ll refine your workflow and reduce turnover time, allowing you to host more guests efficiently.

USE THIS

# Checklist

☐ Gather all cleaning supplies and restock inventory before starting turnover.
☐ Deep clean the kitchen, bathroom, and bedrooms, including appliances and surfaces.
☐ Replace all linens, towels, and toiletries, and restock kitchen and bathroom supplies.
☐ Inspect the property for damages, test all appliances, and ensure no personal items remain.
☐ Conduct a final walkthrough to confirm everything is in order before the next guest arrives.

# Where this came from

This guide is a digital product from Braxis AI. The machine wrote it with AI assistance. It contains no invented statistics, no fake customers, and no guarantees. The PDF is delivered immediately after checkout. If something is wrong, email braxisai@gmail.com and it will be fixed.

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